



## 601BP Budgeting

**APPROVED:** 2013.09.18 (1999.01.20)

**AMENDED:** 2007.05.16

**REVIEWED:**

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### LEGAL REFERENCE:

- Alberta Education Funding Manual for School Authorities

### CROSS REFERENCE:

- [601.1AP Exhibit 1 BTPS Budget Guidelines](#)
- [601.1AP Budgeting and Reporting Timelines](#)

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### POLICY STATEMENT:

The budget is an integral part of the Board's education plan. The budget reflects the values and guiding principles of the Board and supports the Board's vision and mission.

### GUIDING PRINCIPLES:

1. The Board is responsible for allocating available funds to operate the jurisdiction.
2. Decisions which most directly affect learning and teaching may be more appropriately made in the schools.
3. Principals, in collaboration with their staff and community, shall have the authority and the support to make financial decisions which directly impact the education of students and shall be accountable for the results.
4. The Budget Guidelines support the Board's philosophy on budget allocation, and govern the distribution of forecasted revenues to schools. These guidelines shall be reviewed annually and approved by the Board before the start of budget process.
5. Timely and appropriate financial information will be provided to all stakeholders.
6. Some funds shall be held for those expenditures that are best addressed centrally.
7. Budgets will be open and transparent documents accessible to all stakeholders.
8. Recording, coding and classification of accounts shall be governed by provincial regulation.